

Borough of Souderton

31 West Summit Street

Souderton, Pa. 18964

215.723.4371

Fax 215.723.5569

ELECTRICAL – (TELECOMMUNICATION/DATA) / GENERATOR/ SOLAR

ELECTRICAL PERMIT PROCEDURES

An electrical permit is required for all new construction including all renovations and alterations of electrical and telecommunications/data work.

Location of Property – Complete address including city, state and zip code must be provided on all applications.

Complete this section.

Sign and date application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers where property owner/resident and or contractor may be reached.

PLANS AND SPECIFICATIONS

- Three (2) copies residential (3) copies non residential of all plans and specifications must be submitted along with all applications for electrical and telecommunication/data permit.
- Plans should show all wiring & panel schedule details.
- All Non-Residential plans must be designed and sealed by a design professional.
- State Contractor License Number required for all home improvement work.
- Note: Any Fire Protection wiring (alarms and or monitoring systems) requires a Fire Protection Permit separate from the electrical permit. If alarm system is not present on an existing building exterior strobes shall be connected to the smoke alarm system and installed on exterior walls of building by order of the Fire Marshall.

ADDITIONAL INFORMATION

FEES – Permit fees must be submitted with the permit application. All fees include electrical inspection/plan review fees as per fee schedule. If paying by check, please make check payable to "Borough of Souderton".

REVIEW – The application will be reviewed for compliance with all State and Borough codes and ordinances. All non-residential or multi-family dwellings use 400 - 600 amp service will be reviewed by a Third Party Inspection Agency at an additional fee.

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PERMIT GRANTED – Work may not start until a permit has been approved and granted. The permit cards are to be displayed so as to be visible from the street.

INSPECTIONS – All Residential electrical inspections will be performed by the Borough of Souderton, Commercial electrical inspections require a third party inspection. Responsibility for notification for inspections at the various stages of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, uninspected work will not be granted final approval.

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GENERATOR PERMIT PROCEDURES

A Generator Permit is required for all residential and non-residential generator installations.

Location of Property – Address, Parcel Number and Lot & Block must be provided on all applications.

Complete these sections.

PART VI - Plot Plan – Show all dimensions of entire property (length x width and square feet of entire lot). Identify streets adjacent to property. Place all buildings, with size dimensions (length and width) indicated, within property lines and indicate whether existing or proposed. Indicate front yard, side yard, and rear yard setbacks by showing the distance from buildings to property lines on all sides. The property owner is responsible for the accuracy of this plot plan. On-lot sewage disposal systems and/or any easements/deed restrictions must be indicated.

Sign and Date Application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers where property owner/resident and or contractor may be reached.

PLANS AND SPECIFICATIONS

Three (2) copies of all plans and/or specifications must be submitted with all applications for a generator permit.

Contractor State License Number required for all home improvement work.

ADDITIONAL INFORMATION

FEES – Permit fees must be submitted with the permit application. If paying by check, please make check payable to "Borough of Souderton".

REVIEW – The application will be reviewed by the Code Enforcement and Zoning Departments for compliance with all Borough of Souderton codes, ordinances and the State UCC.

PERMIT GRANTED – Work may not start until a permit has been approved and granted. The permit cards are to be displayed so as to be visible from the street. INSPECTIONS Call the Borough office (215-723-4371) at least 24 hours in advance to schedule each inspection. Responsibility for notification for inspections at the various stages of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, uninspected work will not be granted final approval.

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SOLAR PERMIT PROCEDURES (ELECTRICAL PERMIT TECHNICAL PERMIT APPLICATION REQUIRED)

A solar permit is required for all new construction including all renovations, alterations, and structural renovations.

Location of Property – Complete address including city, state and zip code must be provided on all applications.

Complete every section.

Lot Size – dimensions of the property (length/width) and/or total square feet or acreage must be provided on all applications.

Plot Plan – Provide scaled plan of entire property. Identify streets adjacent to property. Place all buildings, with size dimensions (length and width) indicated, within property lines and indicate whether existing or proposed. Indicate front yard, side yard, and rear yard setbacks by showing the distance from buildings to property lines on all sides. The property owner is responsible for the accuracy of this plot plan. On-lot sewage disposal systems and/or any easements/deed restrictions must be indicated.

Sign and date application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers for property owner/resident and contractor.

PLANS AND SPECIFICATIONS

(2) copies of plans and specifications prepared and sealed by licensed architect or engineer.

Plans must include structural and all wiring & panel schedule details.

PA Contractor State License Number required for all home improvement work.

Two (2) CDs with as built plan of construction in .pdf format required prior to final inspection for ground mounted solar array systems.

FEES – Permit fees must be submitted with the permit application. If paying by check, please make check payable to Borough of Souderton

REVIEW – The application will be reviewed by the Code Enforcement Department for compliance with the building codes of Borough of Souderton and the State UCC. All permits must be submitted together for review. (i.e.: PLUMBING, ELECTRICAL, HVAC)

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PERMIT GRANTED – If approved, the permit would be processed and issued to you within thirty (30) business days. Work may not start until a permit has been approved and granted. The permit cards are to be displayed so as to be visible from the street.

INSPECTIONS – Call the Borough office (215-723-4371) at least 24 hours in advance to schedule each inspection.

Responsibility for notification for inspections at the various stages of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, they will not be done and uninspected work will not be granted final approval. If an inspection fails twice for the same code violation, a re-inspection fee will be required prior to a third inspection.

NOTES: All Subdivision and Land Development approvals must be complete before submitting building permit.

Borough requires stamped plans if any structural materials (i.e.: steel, trusses, bond beams or manufactured beams) are being used in the construction of structure.

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ELECTRICAL/GENERATOR/ SOLAR PERMIT

TECHNICAL SECTION

A. IDENTIFICATION- APPLICANT WHEN MAKING CHANGES TO THE PLANS OR WHEN CHANGING CONTRACTORS OR CHANGING DRAWINGS THIS OFFICE MUST BE NOTIFIED

BLOCK _____ LOT _____

WORK SITE LOCATION _____

OWNER IN FEE _____

ADDRESS _____

TELEPHONE _____ CELL _____

CONTRACTOR _____

ADDRESS _____

TELEPHONE _____ CELL _____

LIC NO _____

FE EMP NO _____

C. TECHNICAL SITE DATA

DESCRIPTION OF WORK

ESTIMATED COST

B. ELECTRICAL CHARACTERISTICS

USE GROUP _____

FIXTURE/EQUIPMENT _____

LIGHTING FIXTURES _____

RECEPTACLES _____

SWITCHES _____

SMOKE DETECTORS _____

CO DETECTORS _____

LIGHT POLES _____

MOTORS-FRACT HP _____

EMERGENCY &EXIT LIGHTS _____

COMMUNICATION POINTS _____

ALARM DEVICES/FAC PANEL _____

HVAC WIRING _____

RESIDENTIAL COMMERCIAL
 ALTERATION ALTERATION

KW RANGE/RECEPTACLES	_____
KW OVEN/SURFACE UNIT	_____
KW WATER HEATER	_____
KW DRYER/RECEPTACLES	_____
KW DISWASHER	_____
KW GARBAGE DISPOSAL	_____
KW CENTRAL AC UNIT	_____
KW SPACE HEATER/AIR HANDLER	_____
KW BASEBOARD HEAT	_____
KW HP MOTORS 1/+ HP	_____
KW TRANSFORMER/GENERATOR	_____
AMP SERVICE	_____
AMP SUBPANELS	_____
AMP MOTOR CONTROL CENTER	_____
ELEC SIGN/OUTLINE LIGHT	_____
AMPRERE	_____

SIZE

QTY

AMPRERE

AMPS UP TO 200 AMP
200 TO 400 AMPS

AMPS UP TO 200 AMP
200 TO 400 AMPS

UP TO 10 KW

21 KW AND ABOVE PRICE TO BE QUOTED

SERVICE

ADDITIONAL METER BASE

TEMPORARY SERVICE

TEMPORARY SERVICE

ADDITIONAL METER BASE

TEMPORARY SERVICE

TEMPORARY SERVICE

SOLAR

GENERATOR

GENERATOR FUEL TYPE

JOB SUMMARY (Office Use Only)

NO PLANS REVIEW REQUIRED

BUILDING

FIRE

PLUMBING

MECHANICAL

ELECTRIC

ACCESSIBILITY

D. CERTIFICATION IN LIEU OF OATH

I HEREBY CERTIFY THAT I AM THE (AGENT OF) THE OWNER OF RECORD AND AM AUTHORIZED TO MAKE THIS APPLICATION AND PERFORM THE WORK LISTED ON THIS APPLICATION

PRINTED NAME _____

SIGNATURE _____

DATE _____